

## **Wireless Communications Commission (WCC) Interim Purchasing Guidelines and Procedures**

Senate Bill 2514, 2005 Regular Session, established the Mississippi Wireless Communications Commission to plan and oversee the implementation of a statewide wireless communications system for use by all government entities in the state. To assist the Commission in achieving that goal, Senate Bill 2514, Section 1, (4) gives the Commission, in conjunction with the Department of Information Technology Services, the authority and responsibility to approve all wireless communication purchases within the state and to set forth rules and regulations governing these purchases. In accordance with this charge, the Commission has established the following interim guidelines and procedures for the approval process.

### **Procurements Requiring Commission Approval**

Each category includes equipment and service charges, whether one-time or recurring, for both voice and data applications.

| <b>Technology</b>  | <b>Examples</b>  |
|--|--|
| Radio Frequency  | Voice: 2-way radio products and services<br>Data: Public safety and emergency services data  |
| Cellular   | Voice: Standard cell phone products and services<br>Data: Blackberry and other PDA devices, including GIS applications (AVL)   |
| Satellite  | Voice: Primary voice system for MEMA, Wildlife; emergency voice for DEQ, Health, Transportation, Public Safety<br>Data: Available; not aware of any current public-sector applications in the state. |
| Traditional point-to-point high-speed data communications using wireless access points | Data: Intra-agency wireless communications among physical locations; cross-campus wireless point-to-point; Wi-Fi   |
| IP/RF Dispatch and other hybrid systems  |  |

### **Commission Approval Process**

To help achieve its legislated goal of effective wireless communications interoperability with existing systems, the Commission will review wireless initiatives being considered by public entities in Mississippi prior to any procurement commitment.

It is not the intension of the Commission to mandate changes to existing systems. Agencies and local governments that are satisfied with their current technology and systems may continue to operate those systems, and any statewide solution will allow interoperability.

The Commission has delegated wireless procurements below defined cost thresholds to the purchasing entity and has also established a Wireless Communication Commission Review

Committee to review purchases prior to or in lieu of full Commission review. The dollar thresholds and approval requirements for wireless purchases are set forth below. Please note that cost ranges are lifecycle costs and should include both initial purchase costs and ongoing expenditures for a reasonable product lifecycle.

| < or = \$100,000  | > \$100,000 - \$250,000   | > \$250,000  |
|---|---|--|
| <ul style="list-style-type: none"> <li>• Follow normal purchasing procedures;</li> <li>• No Committee or Commission approval or review required;</li> <li>• Includes use of ITS 2-Way Radio Express Products List (EPL), Cellular EPL, and the MS Criminal History Center Equipment List, up to \$100,000;</li> </ul> | <ul style="list-style-type: none"> <li>• Requires review and approval of WCC Review Committee;</li> <li>• Follow normal purchasing procedures after Review Committee approval;</li> </ul> | <ul style="list-style-type: none"> <li>• Requires preliminary review by Review Committee and approval of Wireless Commission;</li> <li>• Follow normal purchasing procedures after Commission approval;</li> </ul> |

#### **Submission of Information for Approval**

For wireless purchases requiring review and approval by the Review Committee or the full Commission, agencies and institutions under ITS purview should complete the applicable ITS Procurement Request Form. Local governments and other governing authorities not under ITS purview should complete the attached form for wireless purchases requiring Committee or Commission action.

Submit the appropriate form to: Wireless Communication Request, c/o ITS, 301 North Lamar Street, Suite 508, Jackson, MS 39201. The WCC will return the form to the requesting entity after review, with the Commission's action noted. Where applicable, approved requests will be forwarded to ITS after Committee and/or Commission action.

For assistance with a wireless procurement, contact the ITS Procurement Help Desk at 601-576-HELP (576-4357).